

ALASKA DEPARTMENT OF NATURAL RESOURCES
DIVISION OF FORESTRY
ALASKA INCIDENT BUSINESS MANAGEMENT HANDBOOK

COST CALCULATION AND REPORTING

Responsibilities

Incidents, Area Dispatch Offices, and the State Logistics Center are required to calculate and report suppression fund expenditures on a daily basis. Details on the procedures are identified within the State of Alaska Dispatch and Supply Plan at: <http://www.dnr.state.ak.us/int/forestry/>

Objective

To track expenditures of suppression funds by individual incidents or activities, to identify the suppression fund balance, and to identify dollar amounts to be billed to other agencies.

Calculating Costs

When suppression funds are obligated or expended, daily calculating and reporting are required. Calculating cost estimates will be done using the Cost Calculation Worksheet located within this chapter. These are estimated costs; use personnel costs per person, unit of equipment, and flight hours as listed in the Cost Calculation Worksheet. Use actual costs **ONLY** when “Other” applies or the **type** of equipment or aircraft is not listed on the Worksheet. The Worksheet contains specific instructions for use.

- Personnel time is calculated on a full shift worked by regular government employees, out-of-state, or EFF worked, or by a partial shift (*In-Area Overtime Only*) worked, and is calculated by an individual person or by a crew of firefighters. List number of in-Area overtime personnel without adjusting for number of hours. The cost figure listed accounts for more than their regular hourly rate.
- Aircraft are calculated by the hourly flight rate, the hourly standby rate, or the daily guarantee when aircraft are hired at the “greater than 24 hour rate.” All aircraft hours are quoted dry with the exception of the DHC-2 Beaver. Do not adjust for fuel. The percentage factors already address the additional costs.
- Fire retardant is calculated as a per gallon mixed rate when deployed on an incident.
- Equipment costs are calculated by generic rates listed in the worksheet. If the type of equipment being used is not listed, there are miscellaneous lines to enter the new equipment and calculate at the actual amount. This includes equipment that is agency-owned, leased, or hired using an Emergency Equipment Rental Agreement. See Equipment Hiring - Chapter 6 of the AIBMH.
- Support and Supplies – On-incident are built into the percentage factor listed for each type of cost, i.e., Incident Only IA & Type 4 Fires, Station & Type 3 fires, or Region, SLC & Project Fires. If I-Suite is not available on project fires, the worksheet should be used.
- Support and Supplies – Off-incident support costs are calculated in the percentage.

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Reporting Costs

Area, Dispatch Offices, and the State Logistics Center will be responsible to report expenditures that occur within their jurisdictional boundaries. Offices will report daily costs to the State Logistics Center for input into the Fire Reporting System (FRS).

- **Areas** will report daily costs using the FRS. Costs will be calculated using the Combined Cost Estimate Worksheet.
- **State Logistics Center** will report suppression costs on behalf of their specific Area Offices when resources are assigned to the Lower 48 and/or Canada.

Costs will be reported as either “State Costs” or as “Reimbursable Costs.”

State Costs – Costs for which the state is responsible, and for which reimbursement is not expected. This includes fires that burn on state, borough, municipal, or privately owned lands. Activities normally include preposition actions to state protection locations or when resources are directed by the state to stand by. Federal agency expenditures on fires or activities for which the state is responsible for cost reimbursement to the Feds will be reported as state costs.

Reimbursable Costs – These are expenditures paid by the state for suppression costs for which reimbursement to the state is expected. This includes cost for fires that burn on lands owned by the federal government within state protection areas, state support to a federal agency when the fire is located on lands owned by the federal government, state support to the Lower 48 or to Canada incidents, and when the state provides standby or pre-position support to a federal agency.

Cost Calculation Worksheets

The cost sheet consists of two pages. The following four pages are blank and can be used to make copies. One page, (2 sides) is for Type 1 & 2 fires and SLC. The other is for in-area use and for Type 3 & 4 fires.

SLC, Regions, T1 and T2 Cost Estimation Worksheet

Station Name: _____
 Incident # (if applicable): _____
 Cost Report Date: _____
 Prepared By: _____

State		Reimbursable
<u>PLEASE NOTE:</u> These totals are for your information ONLY and do not include % necessary to give all added support costs. That total is in main IA, Salton & Type 3 & 4 Fire Box above,		
Total Personnel:	\$ -	\$ -
Total Aircraft:	\$ -	\$ -
Total Retardant:	\$ -	\$ -
Total Equipment:	\$ -	\$ -
Total Other:	\$ -	\$ -
TOTAL Costs:	\$ -	\$ -

[illegible]

SLC, Regions, T1 & T2 Fires. State Reimbursable
PLEASE NOTE: Use these costs on the FRS Report. They contain the percentage necessary
 to estimate the support charges correctly.
 (1.725 X Total Costs)
 Daily Cost: \$ _____ \$ _____

<u>Personnel Costs</u>						
#	Cost	Total	#	Cost	Total	
						Reimbursable
	\$ 500	\$ -				
Personnel, Regular Gov't	\$ 275	\$ -		\$ 275	\$ -	
In Area Overtime Only	\$ 550	\$ -		\$ 550	\$ -	
Out-of-State, Area & Ads	\$ 350	\$ -		\$ 350	\$ -	
Local EFF	\$ 6,800	\$ -		\$ 6,800	\$ -	
Type 1 Crew	\$ 4,900	\$ -		\$ 4,900	\$ -	
Type 2 Crew						
TOTAL	\$	\$			\$	

State Contract Aircraft	State (Hourly, dry)	Reimbursable (HR, Dry)
PC-7	\$ 425 \$ -	\$ 425 \$ -
CV-580	\$ 3,000 \$ -	\$ 3,000 \$ -
AC-500 Shrike	\$ 350	\$ 350
DHC-2 Beaver (wet)	\$ 113 \$ -	\$ 113 \$ -
DHC-2 Beaver (wet)	\$ 113	\$ 113
Medium Helicopter (B212)	\$ 1,000 \$ -	\$ 1,000 \$ -
TOTAL	\$ --- \$ ---	\$ --- \$ ---

Federal Contract Aircraft						
			\$	516	\$	-
J-21			\$	473	\$	-
Jumpships (CASA-212, Donier)			\$	1,594	\$	-
Sherpa			\$	271	\$	-
AC-680FL			\$	5,264	\$	-
CL-215 Scoopers			\$	531	\$	-
Light Helicopter AS-350			\$	1,036	\$	-
Medium Helicopter (B212)			\$		\$	-
TOTAL						

<u>Retardant</u>				
C Retardant		\$ 1.42	\$ -	\$ 1.42 \$ -
Other			0	
TOTAL		\$ -	\$ -	\$ -

Fuel Trucks Daily Rate					
I-3 1000-2499GL		\$	1,973	\$	-
I-2 2500-4999GL		\$	2,695	\$	-

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SLC, Regions, T1 and T2 COST ESTIMATION WORKSHEET

Item	T-1 5000-6999GL	T-2 2000-4999GL	T-3 1000-2499GL	T-4 2500-4999GL	T-5 5000-6999GL	T-6 7000+GL	T-7 8000+GL	T-8 9000+GL	T-9 10000+GL	T-10 11000+GL	T-11 12000+GL	T-12 13000+GL	T-13 14000+GL	T-14 15000+GL	T-15 16000+GL	T-16 17000+GL	T-17 18000+GL	T-18 19000+GL	T-19 20000+GL	T-20 21000+GL	T-21 22000+GL	T-22 23000+GL	T-23 24000+GL	T-24 25000+GL	T-25 26000+GL	T-26 27000+GL	T-27 28000+GL	T-28 29000+GL	T-29 30000+GL	T-30 31000+GL	T-31 32000+GL	T-32 33000+GL	T-33 34000+GL	T-34 35000+GL	T-35 36000+GL	T-36 37000+GL	T-37 38000+GL	T-38 39000+GL	T-39 40000+GL	T-40 41000+GL	T-41 42000+GL	T-42 43000+GL	T-43 44000+GL	T-44 45000+GL	T-45 46000+GL	T-46 47000+GL	T-47 48000+GL	T-48 49000+GL	T-49 50000+GL	T-50 51000+GL	T-51 52000+GL	T-52 53000+GL	T-53 54000+GL	T-54 55000+GL	T-55 56000+GL	T-56 57000+GL	T-57 58000+GL	T-58 59000+GL	T-59 60000+GL	T-60 61000+GL	T-61 62000+GL	T-62 63000+GL	T-63 64000+GL	T-64 65000+GL	T-65 66000+GL	T-66 67000+GL	T-67 68000+GL	T-68 69000+GL	T-69 70000+GL	T-70 71000+GL	T-71 72000+GL	T-72 73000+GL	T-73 74000+GL	T-74 75000+GL	T-75 76000+GL	T-76 77000+GL	T-77 78000+GL	T-78 79000+GL	T-79 80000+GL	T-80 81000+GL	T-81 82000+GL	T-82 83000+GL	T-83 84000+GL	T-84 85000+GL	T-85 86000+GL	T-86 87000+GL	T-87 88000+GL	T-88 89000+GL	T-89 90000+GL	T-90 91000+GL	T-91 92000+GL	T-92 93000+GL	T-93 94000+GL	T-94 95000+GL	T-95 96000+GL	T-96 97000+GL	T-97 98000+GL	T-98 99000+GL	T-99 100000+GL	T-100 101000+GL	T-101 102000+GL	T-102 103000+GL	T-103 104000+GL	T-104 105000+GL	T-105 106000+GL	T-106 107000+GL	T-107 108000+GL	T-108 109000+GL	T-109 110000+GL	T-110 111000+GL	T-111 112000+GL	T-112 113000+GL	T-113 114000+GL	T-114 115000+GL	T-115 116000+GL	T-116 117000+GL	T-117 118000+GL	T-118 119000+GL	T-119 120000+GL	T-120 121000+GL	T-121 122000+GL	T-122 123000+GL	T-123 124000+GL	T-124 125000+GL	T-125 126000+GL	T-126 127000+GL	T-127 128000+GL	T-128 129000+GL	T-129 130000+GL	T-130 131000+GL	T-131 132000+GL	T-132 133000+GL	T-133 134000+GL	T-134 135000+GL	T-135 136000+GL	T-136 137000+GL	T-137 138000+GL	T-138 139000+GL	T-139 140000+GL	T-140 141000+GL	T-141 142000+GL	T-142 143000+GL	T-143 144000+GL	T-144 145000+GL	T-145 146000+GL	T-146 147000+GL	T-147 148000+GL	T-148 149000+GL	T-149 150000+GL	T-150 151000+GL	T-151 152000+GL	T-152 153000+GL	T-153 154000+GL	T-154 155000+GL	T-155 156000+GL	T-156 157000+GL	T-157 158000+GL	T-158 159000+GL	T-159 160000+GL	T-160 161000+GL	T-161 162000+GL	T-162 163000+GL	T-163 164000+GL	T-164 165000+GL	T-165 166000+GL	T-166 167000+GL	T-167 168000+GL	T-168 169000+GL	T-169 170000+GL	T-170 171000+GL	T-171 172000+GL	T-172 173000+GL	T-173 174000+GL	T-174 175000+GL	T-175 176000+GL	T-176 177000+GL	T-177 178000+GL	T-178 179000+GL	T-179 180000+GL	T-180 181000+GL	T-181 182000+GL	T-182 183000+GL	T-183 184000+GL	T-184 185000+GL	T-185 186000+GL	T-186 187000+GL	T-187 188000+GL	T-188 189000+GL	T-189 190000+GL	T-190 191000+GL	T-191 192000+GL	T-192 193000+GL	T-193 194000+GL	T-194 195000+GL	T-195 196000+GL	T-196 197000+GL	T-197 198000+GL	T-198 199000+GL	T-199 200000+GL	T-200 201000+GL	T-201 202000+GL	T-202 203000+GL	T-203 204000+GL	T-204 205000+GL	T-205 206000+GL	T-206 207000+GL	T-207 208000+GL	T-208 209000+GL	T-209 210000+GL	T-210 211000+GL	T-211 212000+GL	T-212 213000+GL	T-213 214000+GL	T-214 215000+GL	T-215 216000+GL	T-216 217000+GL	T-217 218000+GL	T-218 219000+GL	T-219 220000+GL	T-220 221000+GL	T-221 222000+GL	T-222 223000+GL	T-223 224000+GL	T-224 225000+GL	T-225 226000+GL	T-226 227000+GL	T-227 228000+GL	T-228 229000+GL	T-229 230000+GL	T-230 231000+GL	T-231 232000+GL	T-232 233000+GL	T-233 234000+GL	T-234 235000+GL	T-235 236000+GL	T-236 237000+GL	T-237 238000+GL	T-238 239000+GL	T-239 240000+GL	T-240 241000+GL	T-241 242000+GL	T-242 243000+GL	T-243 244000+GL	T-244 245000+GL	T-245 246000+GL	T-246 247000+GL	T-247 248000+GL	T-248 249000+GL	T-249 250000+GL	T-250 251000+GL	T-251 252000+GL	T-252 253000+GL	T-253 254000+GL	T-254 255000+GL	T-255 256000+GL	T-256 257000+GL	T-257 258000+GL	T-258 259000+GL	T-259 260000+GL	T-260 261000+GL	T-261 262000+GL	T-262 263000+GL	T-263 264000+GL	T-264 265000+GL	T-265 266000+GL	T-266 267000+GL	T-267 268000+GL	T-268 269000+GL	T-269 270000+GL	T-270 271000+GL	T-271 272000+GL	T-272 273000+GL	T-273 274000+GL	T-274 275000+GL	T-275 276000+GL	T-276 277000+GL	T-277 278000+GL	T-278 279000+GL	T-279 280000+GL	T-280 281000+GL	T-281 282000+GL	T-282 283000+GL	T-283 284000+GL	T-284 285000+GL	T-285 286000+GL	T-286 287000+GL	T-287 288000+GL	T-288 289000+GL	T-289 290000+GL	T-290 291000+GL	T-291 292000+GL	T-292 293000+GL	T-293 294000+GL	T-294 295000+GL	T-295 296000+GL	T-296 297000+GL	T-297 298000+GL	T-298 299000+GL	T-299 300000+GL	T-300 301000+GL	T-301 302000+GL	T-302 303000+GL	T-303 304000+GL	T-304 305000+GL	T-305 306000+GL	T-306 307000+GL	T-307 308000+GL	T-308 309000+GL	T-309 310000+GL	T-310 311000+GL	T-311 312000+GL	T-312 313000+GL	T-313 314000+GL	T-314 315000+GL	T-315 316000+GL	T-316 317000+GL	T-317 318000+GL	T-318 319000+GL	T-319 320000+GL	T-320 321000+GL	T-321 322000+GL	T-322 323000+GL	T-323 324000+GL	T-324 325000+GL	T-325 326000+GL	T-326 327000+GL	T-327 328000+GL	T-328 329000+GL	T-329 330000+GL	T-330 331000+GL	T-331 332000+GL	T-332 333000+GL	T-333 334000+GL	T-334 335000+GL	T-335 336000+GL	T-336 337000+GL	T-337 338000+GL	T-338 339000+GL	T-339 340000+GL	T-340 341000+GL	T-341 342000+GL	T-342 343000+GL	T-343 344000+GL	T-344 345000+GL	T-345 346000+GL	T-346 347000+GL	T-347 348000+GL	T-348 349000+GL	T-349 350000+GL	T-350 351000+GL	T-351 352000+GL	T-352 353000+GL	T-353 354000+GL	T-354 355000+GL	T-355 356000+GL	T-356 357000+GL	T-357 358000+GL	T-358 359000+GL	T-359 360000+GL	T-360 361000+GL	T-361 362000+GL	T-362 363000+GL	T-363 364000+GL	T-364 365000+GL	T-365 366000+GL	T-366 367000+GL	T-367 368000+GL	T-368 369000+GL	T-369 370000+GL	T-370 371000+GL	T-371 372000+GL	T-372 373000+GL	T-373 374000+GL	T-374 375000+GL	T-375 376000+GL	T-376 377000+GL	T-377 378000+GL	T-378 379000+GL	T-379 380000+GL	T-380 381000+GL	T-381 382000+GL	T-382 383000+GL	T-383 384000+GL	T-384 385000+GL	T-385 386000+GL	T-386 387000+GL	T-387 388000+GL	T-388 389000+GL	T-389 390000+GL	T-390 391000+GL	T-391 392000+GL	T-392 393000+GL	T-393 394000+GL	T-394 395000+GL	T-395 396000+GL	T-396 397000+GL	T-397 398000+GL	T-398 399000+GL	T-399 400000+GL	T-400 401000+GL	T-401 402000+GL	T-402 403000+GL	T-403 404000+GL	T-404 405000+GL	T-405 406000+GL	T-406 407000+GL	T-407 408000+GL	T-408 409000+GL	T-409 410000+GL	T-410 411000+GL	T-411 412000+GL	T-412 413000+GL	T-413 414000+GL	T-414 415000+GL	T-415 416000+GL	T-416 417000+GL	T-417 418000+GL	T-418 419000+GL	T-419 420000+GL	T-420 421000+GL	T-421 422000+GL	T-422 423000+GL	T-423 424000+GL	T-424 425000+GL	T-425 426000+GL	T-426 427000+GL	T-427 428000+GL	T-428 429000+GL	T-429 430000+GL	T-430 431000+GL	T-431 432000+GL	T-432 433000+GL	T-433 434000+GL	T-434 435000+GL	T-435 436000+GL	T-436 437000+GL	T-437 438000+GL	T-438 439000+GL	T-439 440000+GL	T-440 441000+GL	T-441 442000+GL	T-442 443000+GL	T-443 444000+GL	T-444 445000+GL	T-445 446000+GL	T-446 447000+GL	T-447 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IA, STATION, and TYPE 3 and 4 FIRES COST ESTIMATION WORKSHEET

Area Office: _____

Fire Number: _____

Cost Report Date: _____

Prepared By: _____

Personnel Costs					
#	Cost	Total	#	Cost	Total
		State			Reimbursable
Personnel, Regular Gov't	\$ 500	\$ -			
In Area Overtime Only	\$ 275	\$ -		\$ 275	\$ -
Out-of-State, Area & Ads	\$ 550	\$ -		\$ 550	\$ -
Local EFF	\$ 350	\$ -		\$ 350	\$ -
Type 1 Crew	\$ 6,800	\$ -		\$ 6,800	\$ -
Type 2 Crew	\$ 4,900	\$ -		\$ 4,900	\$ -
TOTAL		\$ -			\$ -

[illegible]

<u>Retardant</u>				
C Retardant	\$	1.42	\$	-
Other				
TOTAL			\$	1.42

Fuel Trucks Daily Rate				
			\$ 1,973	\$ -
			\$ 2,695	\$ -

IA, STATION, and TYPE 3 and 4 FIRES COST ESTIMATION WORKSHEET

Comments

STRUCTURAL/VFD FIRE DEPT RATES (After the 1st 4 Hours)
(Excluding Personnel; Add Personnel As EFF/AD Full Day

Structural/VFD Engines Daily Rate					
T-1 & T-2 Hourly			\$ 186	-	186
T-1 & T-2 Daily			\$ 2603	-	2603
T-1 & T-2 Double Shift			\$ 4091	-	4091
TOTAL					\$